

The City Council of the City of Seabrook met in regular session on Tuesday, February 19, 2019 at 7:00 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if appropriate, take action on the items listed below.

THOSE PRESENT WERE:

THOM KOLUPSKI

ED KLEIN

LAURA DAVIS

JEFF LARSON

NATALIE PICHA

BUDDY HAMMANN

JOE MACHOL

GAYLE COOK

SEAN LANDIS

STEVE WEATHERED

ROBIN HICKS

MAYOR

COUNCIL PLACE NO. 1

COUNCIL PLACE NO. 2

COUNCIL PLACE NO. 3

MAYOR PRO TEM

COUNCIL PLACE NO. 4

COUNCIL PLACE NO. 5

COUNCIL PLACE NO. 6

CITY MANAGER

DEPUTY CITY MANAGER

CITY ATTORNEY

CITY SECRETARY

Mayor Kolupski called the meeting to order at 7:00 p.m. and led the audience in the United States and Texas Pledge of Allegiance.

**1. PRESENTATIONS**

**1.1** Presentation and recognition of Boy Scout Troop 870 and Scout Christopher Colling for the Eagle Scout service project to build and set up eight Recycle Bins along Seabrook trails. (Padgett / Kolupski)

Kevin Padgett, Director of Public Works, reminded the audience that the City works with a variety of different youth organizations on lots of different projects including the Boy Scouts and the Girl Scouts. This year the Eagle Scouts with Troop 870 presented two (2) projects for consideration and the City and the Public Works Department would like to recognize Scouts for the great work they did on these two projects.

Mr. Padgett explained that Christopher Colling reached out to staff in July of last year to construct and place eight recycle bins along Seabrook trails, to encourage people to utilize the bins to keep bottles and cans out of the typical garbage cans. We ask groups to come up with a materials list and get pricing on materials and bring back to the City for the best possible cost. Public Works provided the facility at Pine Gully Park for the construction of the bins. Mr. Colling used as many as eighteen scouts and six chaperones to complete the project. He worked day, night, week, and weekends to finish. The prototype is the bin that is outside of the entrance of City Hall, and there are placards on some of the bins, recognizing Troop 870 for this project. Photos of the progress of this project are included in Attachment A.

Mayor Kolupski read and presented the troop and Mr. Colling with certificates of recognition from the City for their tremendous efforts and their service to the citizens of Seabrook.

46 **1.2** Presentation and recognition of Boy Scout Troop 870 and Scout William Hutchison for the  
47 Eagle Scout service project to replace worn planks on the Robinson Park span bridge. (Padgett /  
48 Kolupski)  
49

50 Mr. Padgett explained that William Hutchison came to the City in November of this past  
51 year with a project that he recognized was needed for restoration work to the heavily utilized span  
52 bridge to Wildlife Park and Pine Gully trails. It was a plank replacement project on the span  
53 bridge, which is roughly 100 feet long and some of the planks were starting to show their age.  
54 Public Works worked with William to come up with the scope of work and materials list, and  
55 William followed all of the procurement requirements and even had the planks pre-cut at the  
56 hardware store where he purchased them. William started removing planks on a Saturday  
57 morning, just after the Christmas break, and had all planks removed that same day. He coordinated  
58 with fellow troop members and chaperones for a January 11 construction project, worked with  
59 staff on the delivery of the new planks to the site, created a safe perimeter for construction, and  
60 then replaced all planks, and stacked the waste wood on trailers for removal, all within the same  
61 day, allowing for hikers and bikers to enjoy the trails over the weekend. Mr. Hutchison recognized  
62 the need to complete this project in a very quick timeframe because of frequent use of the bridge  
63 by hikers and bikers. The City thanks Mr. Hutchison and the troop for their great work. Photos  
64 of the progress of this project are included in Attachment B.  
65

66 Mayor Kolupski read and presented the troop and Mr. Hutchison with certificates of  
67 recognition from the City for their tremendous efforts and their service to the citizens of Seabrook.  
68

## 69 **2. MUNICIPAL COURT** 70

71 **2.1** Accept the resignation of Municipal Court Judge Carolyn Webbon, to become effective  
72 February 28, 2019. (Council)  
73

74 Motion was made by Councilmember Machol and seconded by Councilmember Larson  
75

76 To accept the resignation of Municipal Court Judge Carolyn Webbon, to become effective  
77 February 28, 2019.  
78

79 **MOTION CARRIED BY UNANIMOUS CONSENT**  
80

81 **2.2** Presentation and recognition of Municipal Court Judge Carolyn Webbon for her dedication,  
82 loyalty, and 23 years of service as both an Alternate and Presiding Judge for the Seabrook  
83 Municipal Court. (Council)  
84

85 Mayor Kolupski thanked Judge Webbon for her service to the City and recognized the  
86 work that she's done over the years in the Seabrook Municipal Court.  
87

88 Judge Webbon thanked Council for the opportunity to serve and recognized the amazing  
89 Court staff for their hard work, loyalty, diligence, and overall professionalism.

2.3 Consider and take all appropriate action on the designation of Dick H. Gregg, III as the Seabrook Municipal Court Judge to fill the vacancy created by the resignation of Judge Carolyn Webbon. This appointment will become effective March 1, 2019, for the remainder of Judge Webbon's appointment until June 7, 2021. Pursuant to Seabrook City Charter, Section 9.02, an affirmative vote of five (5) members of City Council is required in order to waive the Seabrook residency requirement. (Council)

Motion was made by Mayor Pro Tem Picha and seconded by Councilmember Machol

To designate Dick H. Gregg, III as the Seabrook Municipal Court Judge to fill the vacancy created by the resignation of Judge Carolyn Webbon. This appointment will become effective March 1, 2019, for the remainder of Judge Webbon's appointment until June 7, 2021.

MOTION CARRIED BY UNANIMOUS CONSENT

Mayor Kolupski announced a brief recess for a reception honoring Judge Webbon.

Council reconvened at 7:43pm

### 3. **BOARDS AND COMMISSIONS**

3.1 Interview candidates for openings on the Planning & Zoning Commission. (Council)

Mayor Kolupski announced that Mr. Green had withdrawn his application for a position on the Planning & Zoning Commission. The remaining two candidates were not available for interview.

3.2 Consider and take all appropriate action on the appointment of a candidate to fill two vacant positions on the Planning & Zoning Commission created by the resignations of Dodie Miller and Mike DeHart, such appointments to expire on January 1, 2022. (Council)

Motion was made by Councilmember David and seconded by Councilmember Machol to appointed Mike Giangrosso to fill a vacant position on the Planning & Zoning Commission created by the resignations of Dodie Miller for a term to expire on January 1, 2022.

MOTION CARRIED BY UNANIMOUS CONSENT

3.3 Consider and take all appropriate action to reappoint Greg Aguilar to a position on the Planning & Zoning Commission for a term ending January 1, 2022. (Council)

Motion was made by Councilmember Hammann and seconded by Councilmember Machol to approve the reappointment of Greg Aguilar to a position on the Planning & Zoning Commission for a term ending January 1, 2022.

MOTION CARRIED BY UNANIMOUS CONSENT

135 **4. PUBLIC COMMENTS AND ANNOUNCEMENTS - none**

136  
137 **4.1** Mayor, City Council, and/or members of City staff may make announcements about  
138 City/Community events. (Council)

139  
140 Councilmember Davis announced several upcoming events, including Yachty Gras Boat  
141 Lane Parade; Girl Scout Fun Run; Seabrook Lucky Trail Marathon; Bay Area Little League Open  
142 Day Parade; Economic Summit; and Trash Bash.

143  
144 Paul Chavez, Director of Economic Development, explained that the Economic Summit is  
145 an event that the Seabrook Economic Development Corporation hosts once each year to attract  
146 local, state, and federal elected officials to get them familiar with Seabrook. It started six or seven  
147 years ago as the Hamburger Summit. This year the summit is focused on sparking interest and  
148 support of the SH 146 Expansion Project. In addition, Seabrook EDC wants to attract outside  
149 developers for redevelopment along 146 and other areas of the city. This year staff will be  
150 showcasing the new video on 146 and development opportunities around the city. The Economic  
151 Summit will be held Wednesday, March 27 at Lakewood Yacht Club. The public is welcome to  
152 attend. The target audience is developers and those interested in finding out more about  
153 development opportunities in Seabrook.

154  
155 **5. CONSENT AGENDA**

156  
157 **5.1** Approve on second reading proposed Ordinance 2019-07, "Correction to the Flood Damage  
158 Prevention Penalty Provisions". (Cook)

159  
160 AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF  
161 SEABROOK, TEXAS, CHAPTER 38, "FLOOD", ARTICLE II, "FLOOD DAMAGE  
162 PREVENTION", DIVISION 2, "ADMINISTRATION, VARIANCE PROCEDURES AND  
163 PENALTIES", BY DELETING IN ITS ENTIRETY ONLY SECTION 38-60, "PENALTIES FOR  
164 NONCOMPLIANCE", TO COMPLY WITH JURISDICTIONAL LIMITS OF MUNICIPAL  
165 COURT; PROVIDING FOR A PENALTY IN AN AMOUNT OF \$500.00, OR THE MAXIMUM  
166 PROVIDED BY LAW FOR VIOLATION OF ANY PROVISIONS OF THE SUBJECT  
167 CHAPTER; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES  
168 INCONSISTENT OR IN CONFLICT HERewith, SPECIFICALLY INCLUDING SECTION  
169 38-60 OF ORDINANCE 2016-27 RELATING TO PENALTIES FOR NONCOMPLIANCE;  
170 AND PROVIDING FOR SEVERABILITY AND NOTICE

171  
172 **5.2** Approve a proposal from Cobb Fendley for Engineering Services for the City of Seabrook  
173 CIP W13 Water Project, for Chloramine Conversion, in the amount of \$41,625.00. (Padgett)

174  
175 **5.3** Approve the submission of an application for Keep Texas Beautiful 2019 Governor's  
176 Community Achievement Award to create a written record of Seabrook's Environmental  
177 Achievements to aid in applying for other grants and state funding. (Padgett)

178

179 **5.4** Approve the Quarterly Investment Report for the first quarter of Fiscal Year 2018-2019, as  
180 required by the Public Funds Investment Act. (Gibbs)

181  
182 **5.5** Approve the minutes of the February 5, 2019 regular City Council meeting. (Hicks)

183  
184 Motion was made by Councilmember Davis and seconded by Councilmember Machol

185  
186 To approve the Consent Agenda, as presented.

187  
188 MOTION CARRIED BY UNANIMOUS CONSENT

189  
190 **6. NEW BUSINESS**

191  
192 **6.1** Consider and take all appropriate action on proposed Resolution 2019-03, "Seabrook EDC  
193 Bylaw Amendments". (Chavez)

194  
195 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEABROOK, ADOPTING  
196 REVISIONS AND AMENDMENTS TO THE BYLAWS OF THE SEABROOK ECONOMIC  
197 DEVELOPMENT CORPORATION

198  
199 Paul Chavez, Director of Economic Development, explained that over the past couple of  
200 years the Board of Directors of the Seabrook Economic Development Corporation has made very  
201 minor changes to its Bylaws, which have come before City Council for approval each time. When  
202 the Mayor and the City Secretary asked the Board to take a look at changing the Board  
203 appointments to January instead of May because of City elections, staff thought it would be a good  
204 time to clean up and get clarification on some of the Bylaws. The City Attorney has gone through  
205 and edited titles to various board members. The Board changed the reporting requirements so that  
206 the specific times for making the Bi-annual reports to Council could be completed when it made  
207 sense to report EDC's activities. Another change was to require all members to vote. No  
208 abstentions are allowed. If there is a conflict of interest, then procedure has not changed. That  
209 Board member will make the conflict known and then not vote on that item. The Board voted  
210 unanimously for approval of these changes, many of which are practical in nature.

211  
212 Motion was made by Councilmember Klein and seconded by Mayor Pro Tem Picha

213  
214 To approve proposed Resolution 2019-03, "Seabrook EDC Bylaw Amendments".

215  
216 MOTION CARRIED BY UNANIMOUS CONSENT

217  
218  
219  
220 ***THIS SPACE INTENTIONALLY LEFT BLANK***

224 **6.2** Consider and take all appropriate action on a contract between the City of Seabrook and  
225 Alliance Work Partners for an Employee Assistance Program, in the amount of \$2.15 per employee  
226 per month. (Garza)  
227

228 Yesenia Garza, Director of Human Resources, explained that the City currently offers an  
229 employee assistance program, but it is limited on the benefits it offers, so staff decided to search  
230 for a program that offered employee referral programs. In addition to the employee referral  
231 program, Alliance Work Partners offers onsite crisis debriefings, for example for PD, if needed,  
232 where counselors would immediately be dispatched onsite. This quote came in at an extremely  
233 reasonable price for short term and long term. The overall for the year, for all employees, is  
234 \$2,322.00.  
235

236 Gayle Cook, City Manager, added that this is an expansion of benefits that is not currently  
237 in our budget, but each department will add this to their budget as a mid-year expense.  
238

239 Motion was made by Mayor Pro Tem Picha and seconded by Councilmember Machol  
240

241 To approve a contract between the City of Seabrook and Alliance Work Partners for an Employee  
242 Assistance Program, in the amount of \$2.15 per employee per month.  
243

244 MOTION CARRIED BY UNANIMOUS CONSENT  
245

246 **6.3** Consider and take all appropriate action on the Harris County Mayors' and Councils'  
247 Association (HCMCA) 86th Legislative Agenda to support or oppose legislation affecting the  
248 member cities of the HCMCA and all cities in the Harris County region. (Kolupski)  
249

250 Mayor Kolupski stated that in order for the mayors to sign this agenda, and this resolution, being  
251 a home rule city, mayor needs approval of council to place signature on resolution. It's the same  
252 legislation we've been talking about, but I have bring it in front of you before I can sign it.  
253

254 Motion was made by Councilmember Davis and seconded by Councilmember Klein  
255

256 To approve the Harris County Mayors' and Councils' Association (HCMCA) 86th Legislative  
257 Agenda to support or oppose legislation affecting the member cities of the HCMCA and all cities  
258 in the Harris County region.  
259

260 MOTION CARRIED BY UNANIMOUS CONSENT  
261  
262  
263

264 ***THIS SPACE INTENTIONALLY LEFT BLANK***  
265  
266  
267  
268

269     **7.       ROUTINE BUSINESS**

270  
271     **7.1** Report on and review of the Seabrook Volunteer Fire Department (SVFD) monthly report for  
272 January 2019. (White)

273  
274         Nathan Douglas, Asst. Fire Chief, reported that calls for service slowed down during  
275 December and January, but are starting to back pick up. There were 49 incidents in January with  
276 212 personnel responding. The average personnel turnout was six (6) per call and the average  
277 response time was 4 minutes and 10 seconds.

278  
279         Mr. Douglas further explained that the response time is good because SVFD is a unique  
280 fire department in that the personnel are allowed to do some things that are non-traditional, such  
281 as having a live-in program where members stay at the station 5 nights per week; having medical  
282 gear and a radio in the personal vehicles of the medics; allowing members to check out the two (2)  
283 support vehicles (Tahoe trucks) and take them home, so that they can respond directly to the scene;  
284 and finally the three chiefs have take home vehicles that are assigned to them to get to the scene  
285 quicker.

286  
287     **7.2** Report on and review of the Clear Lake Emergency Medical Corps (CLEMC) monthly and  
288 delay response time reports for January 2019. (Hunter)

289  
290         Gayle Cook, City Manager, reported that the Council staff liaisons attended the CLEMC  
291 Board meeting on February 7, and CLEMC has recently gone through a personnel change, so there  
292 is a temporary employee working through the finances and upgrading the financials software. The  
293 Financial report was presented to the board and there were a few discrepancies that were debated  
294 during the meeting. There is some clean up needed. The board is looking at a positive on net of a  
295 little over \$70,000. However, as the conversation was worked through at the meeting, the City has  
296 asked for a copy of the financials to give everyone a better understanding of the standing for that  
297 organization. There has been good progress made on some of the financial questions, but staff still  
298 doesn't have a complete picture at this time. The next CLEMC Board meeting is March 21.

299  
300     **7.3** Review of the Seabrook Police Department monthly report for January 2019. (Wright)

301  
302         No discuss and no action taken by Council.

303  
304     **7.4** Review of the Seabrook Building Department monthly report for January 2019. (Landis)

305  
306         No discussion and no action taken by Council.

307  
308     **7.5** Review of the Seabrook Communications Department monthly report for January  
309 2019. (Alvarado)

310  
311         No discussion and no action taken by Council.

312

**7.6 Report on City of Seabrook Fiscal Year 2018-2019 Financials through January 31, 2019. (Gibbs)**

Michael Gibbs, Director of Finance, explained that at one third of the way through the fiscal year, the City is in a fairly strong financial position. There is a surplus in revenues of \$136,000.00 through January, and if the projected forecast is accurate, the total revenue surplus for this fiscal year will be \$156,000. Figures from the latest State Comptroller's report indicates that the City is looking at a \$20,000.00 surplus over what is budgeted at this time. The projected surplus shows that budget projections are strong on where the City stands with the loss of businesses along 146. Sales tax collection has been 3.6% more than was anticipated by this time. 69% of ad valorem tax has been collected, and projections were slightly off the mark, but only by less than 1%; however, February numbers are looking strong. Franchise tax collection has been 22% over projected revenue and there has been 97% more interest income than was anticipated. The intergovernmental fund has a \$40,000 surplus, largely due to Harvey reimbursements. This fund was not budgeted because with FEMA it is not known when reimbursements will be received.

Mr. Gibbs further explained that expenditures on general fund side are 8% less than what was had budgeted. If projections hold true for the remainder of the year, a cumulative forecasted amount of \$383,000 would roll back to general fund. The Enterprise fund is a little less rosy with an extremely rainy 4 months, and as a result, billing or collecting revenue in water and sanitary sewer has been lower. The Enterprise fund is 4.7% under the budgeted revenues which is about \$170,000 below budget; however, because the City isn't buying as much water, not as money is being spent. In addition, there is not as much spent on having sludge hauled off. Overall, if projections held true, there would be \$47,000-\$48,000 net income in the Enterprise fund.

Ms. Gibbs continued with the Budget Stabilization fund which is a fund that was set up through the adoption of an ordinance in 2011 to help compensate for any potential loss from the SH 146 Expansion Project. This fund has a current balance of \$828,000.00.

In answering concerns and questions from Council, Mr. Gibbs stated the City Manager and the Finance Department has been conservatively budgeting sales tax for a number of years. The target is at or slightly above the comparison between the monthly budget for sales tax and the actual income from sales tax. At this time, in reviewing the last four months of cumulative comparisons, the City is \$20,000 to the good, even with business closures along SH 146. In looking at the trend from Hurricane Ike to present, there are slight dips at times, but for the most part, the trend is flattening, which is a win. Mr. Gibbs will put together the information on the trend to send to Council. Finally, spending of the Stabilization fund would be triggered by a determination by the City Manager and the Finance Department that the City will not be able to meet basic operating needs. A budget amendment would be presented for Council's consideration at that point to transfer monies from the Stabilization fund back into the General fund.

**7.7 Approve the Action Items Checklist which is attached and made a part of this Agenda. (Council)**



357       **TXDOT** – Gayle Cook, City Manager, stated that construction has started. On February  
358 25 the bridge will be re-striped and barriers are expected to be in place as the north bridge is being  
359 widened, for about 15 months. The east connector ramp will also be shut down during the north  
360 side widening. There will also be closure on the south Kemah side and 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> streets will  
361 no longer be accessible. Staff will have a couple of meetings next week, including the monthly  
362 TXDOT update meeting and a meeting with the U.S. Coast Guard that has seen the information  
363 on the new website for the 146 project, [www.146.com](http://www.146.com), and wants to push out information on that  
364 site as well.

365  
366       **PROJECTS** – Kevin Padgett, Director of Public Works, explained that there is now a  
367 detour at Hammer and Main Street and a complete road closure at Brummerhop Park so that the  
368 Todville contractor can cut 4 feet deep in the asphalt to start dewatering and install two manholes  
369 and pipe, which should last approximately 2-3 weeks. The SCADA kickoff meeting went well  
370 and the project is expected to start in the next couple of weeks as parts begin coming in. This  
371 project will take 90 days to complete. CIP Project S10, Marvin Circle Street Project, will go out  
372 for the first of two bid notice publications on Thursday before bids can be submitted. Bids were  
373 received on the SVFD apparatus door project, and staff will be visiting a couple of area stations to  
374 look at the work before recommending a contractor. The recent pelican release at Carothers was  
375 a popular event with nearly 200 in attendance.

376  
377       **GRANTS** – Ms. Cook explained that there are several items in the works at various stages,  
378 as seen on Attachment C.

379  
380       **COUNCIL LIAISON EVENTS AND MEETINGS –**

381       **Klein** – attended an event at Brookside Intermediate where the phone company gave  
382 \$100,000 to the Clear Creek Education Foundation.

383  
384       **Davis** – has attended the CLEMC Board meetings and wanted to thank Council for  
385 appointing Brad Goudie, Director of Emergency Services, to a liaison position with CLEMC  
386 because he has been invaluable, not only in board meetings, but also in sub-committee meetings  
387 where members are trying to problem solve. Brad's knowledge and experience has not only served  
388 the City well, but the CLEMC organization and the overall area well. Ms. Davis also attended a  
389 mental health first aid training.

390  
391       **Picha** – attended a luncheon for Bay Area Transportation Partnership, along with a number  
392 of Councilmembers, and the group was able to have a conversation with Allen Clark. All  
393 Councilmembers should stay on top of the HGAC study that will come out, which will look at the  
394 regional impact on all major thoroughfares within the 225 project. Ms. Picha also attended several  
395 Economic Alliance meetings, and the Alliance is looking at 28 regional transportation projects and  
396 90% of those projects are slated for funding and start.

397  
398       **Larson** – attended Wine Down Wednesday.  
399  
400

**Hammann** – attended the Highway 146 Expansion Project update at the Chamber luncheon and the dedication of the start of construction for the Highway 146 Expansion Project.

**Machol** – attended the Baycap meeting last month at Armand Bayou Nature Center and one plant reported they had water flow with cyanide 4 times in December and 4 times in January, 2019. All water was shut down at the plant so that none with the cyanide flowed out of the plant. Mr. Machol also met with the French Consulate and our Mayor's father, who fought during WWII, in France, will be receiving the French Legion of Honor medal. Mayor Kolupski thanks Joe for being instrumental in getting the medal for his dad.

**Kolupski** – attended a number of meetings with a number of County reps: County Judge, County Commissioner and they have been productive meetings. Commissioner Garcia discussed a number of projects in the works that were on Seabrook's wish list. Mayor Kolupski also attended a number of meetings with surrounding, partner cities, such as Pasadena, on various issues. The lines of communication with those cities are staying open and there is a good relationship with those cities' Mayors, staff, and Councilmembers.

**LEGISLATIVE** – Ms. Cook stated that a number of Directors and staff are following various bills that have been filed, and she will continue to update Council on the status of SB 2 on the tax cap.

Motion was made by Mayor Pro Tem Picha and seconded by Councilmember Klein

To approve the Action Items Checklist

MOTION CARRIED BY UNANIMOUS CONSENT

**7.8** Establish future meeting dates and agenda items.

The next City Council meeting will be March 5, 2019 at 7:00pm.

Ms. Cook asked Council for a date and time for a special workshop on an item for Carothers Coastal Gardens. Council agreed to schedule for March 26 at 6:00pm at Carothers.

## **8. CLOSED EXECUTIVE SESSION**

### **8.1 Section 551.074**

Conduct a closed executive session to deliberate the evaluation and duties of the City Manager. (Kolupski)

### **8.2 Section 551.074**

Conduct a closed executive session to deliberate the evaluation and duties of the City Secretary. (Kolupski)

At 8:45 p.m. Mayor Kolupski announced that the City Council will now hold closed executive meetings pursuant to the provisions of the Open Meetings Act, Chapter 551 Government Code, and Vernon's Texas Codes Annotated, in accordance with the authority contained in Section 551.074, Personnel Matters.

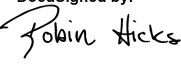
**9. OPEN SESSION**

*Council will reconvene in open session to allow for possible action on any of the agenda items listed above under "Closed Executive Session".*


At 10:40 p.m. Mayor Kolupski reconvened the meeting in open session and stated that items 8.1 and 8.2 had been discussed, but that no action had been taken in executive session.

Upon motion duly made and seconded, Mayor Kolupski adjourned the meeting at 10:41 p.m.

Approved this 5<sup>th</sup> day of March 2019.

DocuSigned by:  
  
0B230E8A4B274CD...

Robin Hicks, TRMC  
City Secretary

DocuSigned by:  
  
94E42476ZCFE419...

Thomas G. Kolupski  
Mayor



ATTACHMENT A

# Troop 870 Service Project

Construct Recycle Bins for Area Parks

By

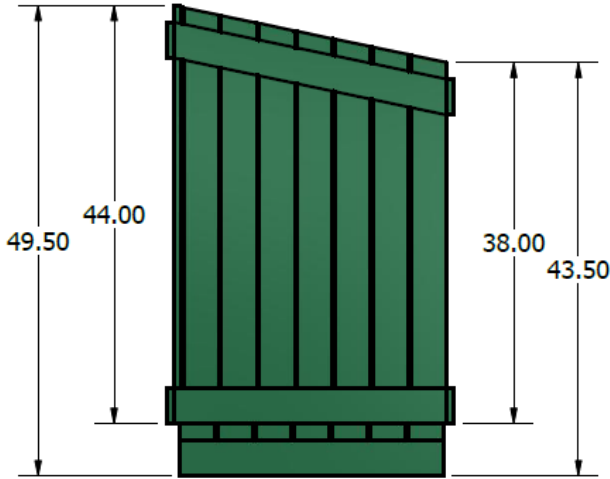
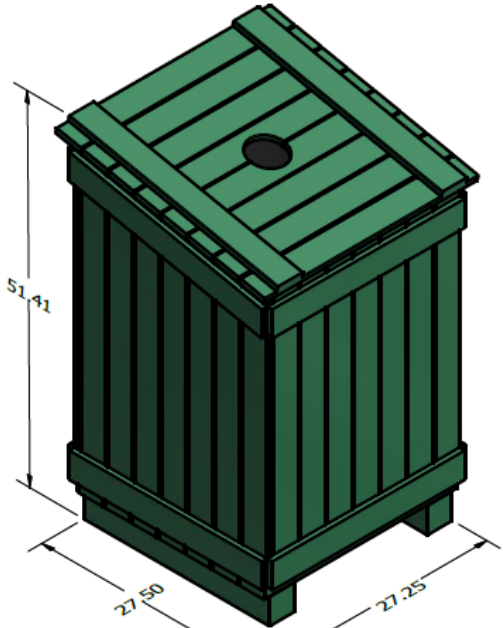
Christopher Colling

## July 2018

- ▶ Christopher reached out to Seabrook staff regarding a project in order to obtain the Eagle Scout rank.
- ▶ Proposed to construct and set up (8) recycle bins along Seabrook trails.
- ▶ Would eliminate recyclable bottles and cans from going to the landfill.

# Materials and Construction List

PARTS LIST		
ITEM	PART	QTY (FOR 8)
1	1" x 4" x 8' Board	160
2	2" x 4" x 8' Board	24
3	4" x 4" x 8' Board	24
4	2" x 1.5" Metal Hinge (w/ Screws)	16
5	Standard 55 Gal. Trash Can	8
6	50 Gal. XL Black Trash Bag	8
7	0.25" x 1.5" 18 Gauge Glue-Coated Crown Staple Box (~2500)	1
8	Quart of Green Paint	8
9	0.25" I-Bolt	8
10	Recycle Logo Placard	8
11	0.25" x 3" Lag Bolt and Washer	32





# Planning and Staging





# 18 Scouts and 6 Adult Chaperones





# Constructing the Bins







# Taking Shape





# The Finished Product





# Thank You TROOP 870!



ATTACHMENT B

# Troop 870 Service Project

Robinson Bridge Plank Replacement Project

By

William Hutchison

# November 2018

- William identified the need for a plank replacement project on Robinson span bridge
- Met with Parks staff and created a scope and materials list
- Scheduled to begin the project just after Christmas break
- Followed procurement guidelines and researched pricing for his materials
- Had planks pre-cut to match the dimensions of the span bridge



# Planks Worn

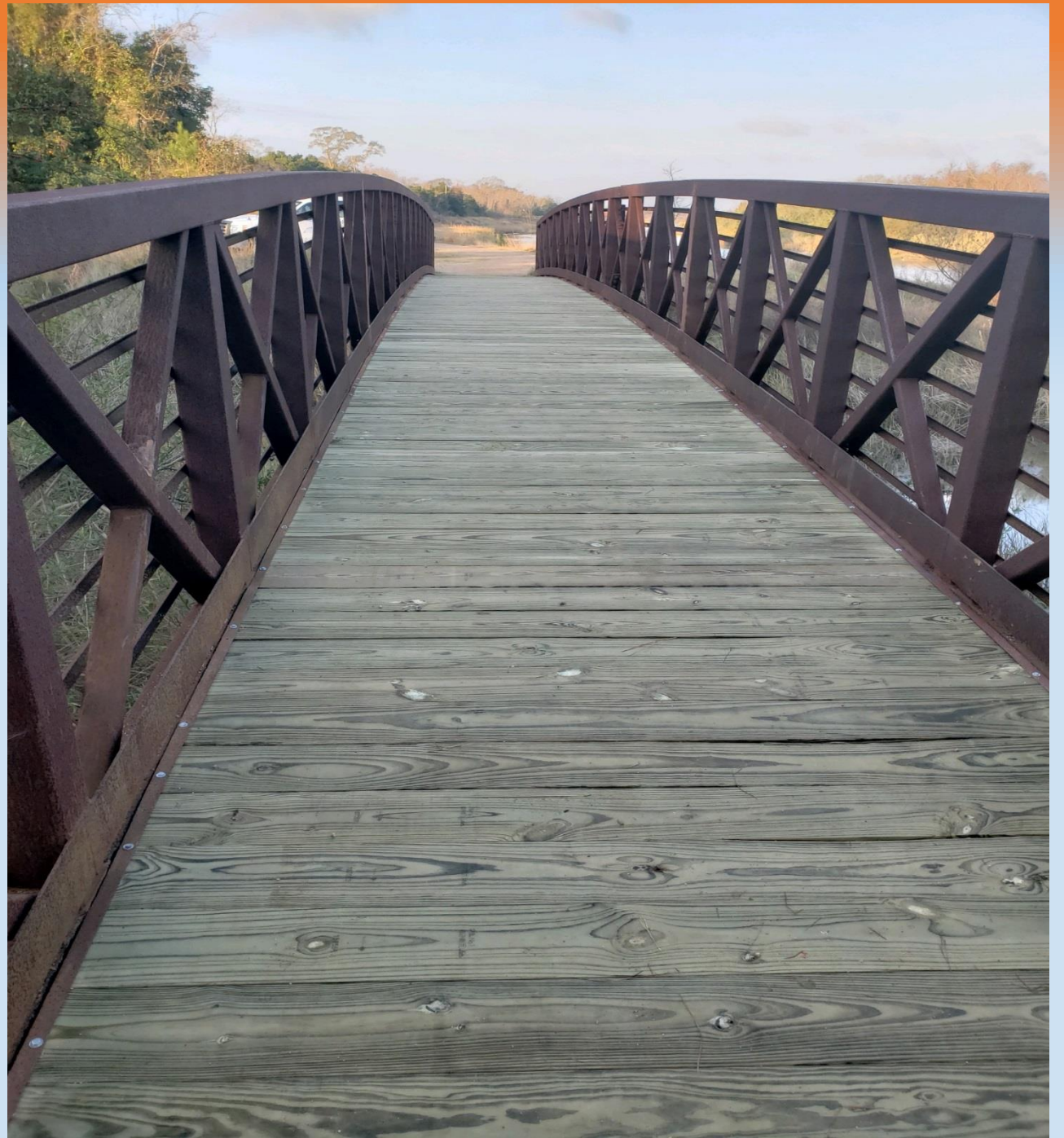




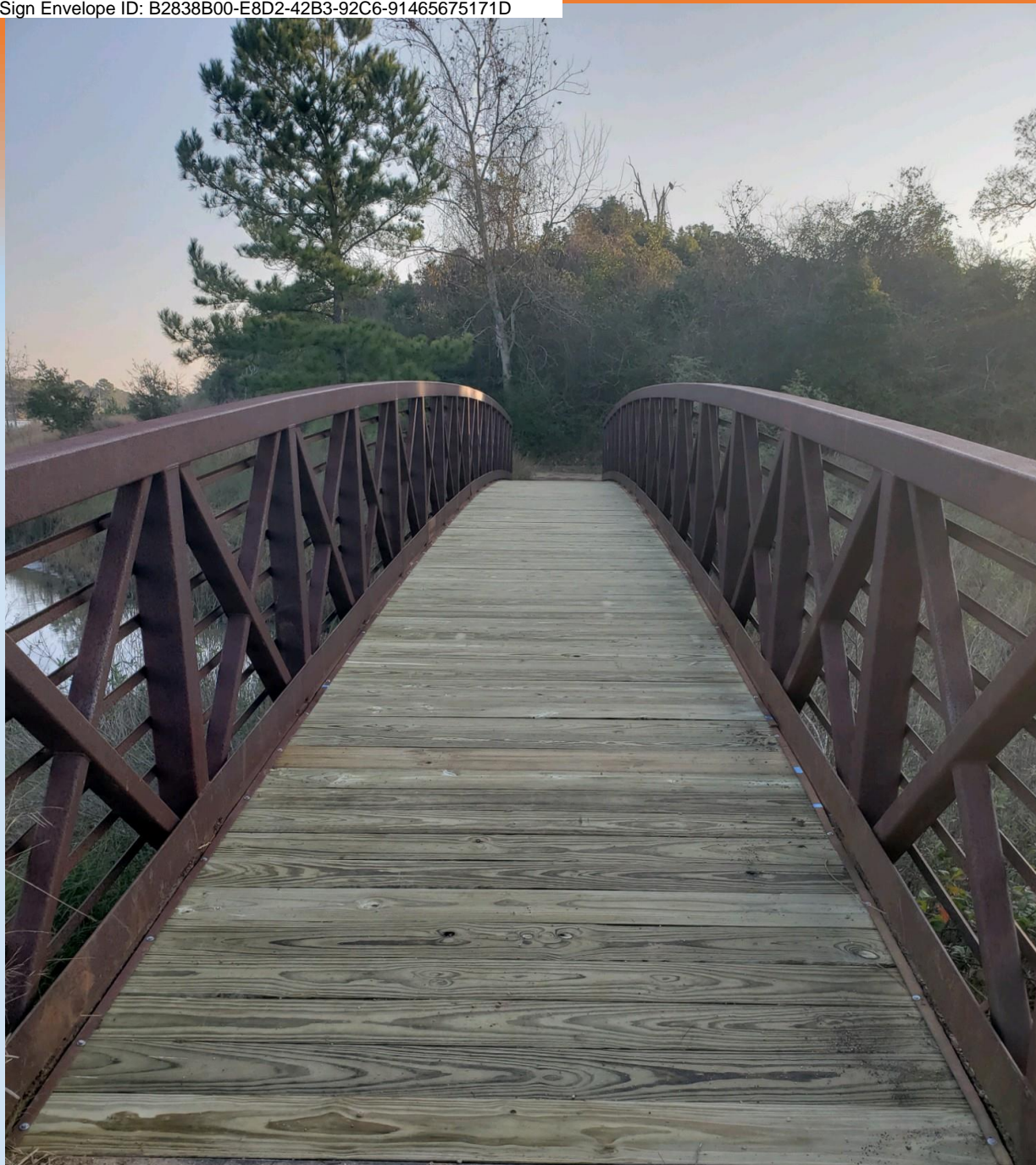
# Weekend of January 11

- Coordinated fellow scout members and chaperones
- Worked with staff to deliver boards to the bridge
- Created a safe work perimeter during construction
- Replaced all planks and secured within the same day, allowing for hikers and bikers to enjoy the trails over the weekend
- Stacked all waste wood on trailers for removal

# Bridge to Wildlife Trail







## Bridge Toward Pine Gully Park



To Mayor and City Council  
 From Gayle Cook, City Manager  
 Date February 19, 2019 (Presented at Council Meeting)  
 Subject Update on Grant Applications and Administration

**AWARDED GRANT APPLICATIONS 2017 – Present**

<i><b>Name of Grant</b></i>	<i><b>Amount</b></i>	<i><b>Submitted</b></i>	<i><b>Status</b></i>
2019 Office of the Governor, Criminal Justice Division (CJD) Automated Fingerprint Identification System (AFIS) Live Scan	\$30,000	Application pending submission	PD – In Progress
Keep Texas Beautiful Grant 2019 Governor’s Community Achievement Award (Open Space Committee Submittal)	\$ 0 (Ineligible for cash grant)	2/15/19	Pending City Council 2/19/19
Texas Parks and Wildlife Department Grant 2019 Recreational Trails Grant Trail Connection from Wildlife (beside Public Works) to Old SH 146	\$200,000	2/1/19	Pending City Council 1/15/19
2018 San Jacinto Texas Historic District – Mini Mural Project	\$ 4,800	Complete	Entire grant \$9,800 Celebration Seabrook Skate Park
2018 Keep Texas Beautiful Rebuilding Texas Grants Program Palm Tree Replanting	\$4,500	Complete	Awarded
Keep Texas Beautiful Grant 2018 Governor’s Community Achievement Award (Open Space Committee Submittal)	\$160,000*	Pending Award	Awarded *Pending – Contribution towards SH 146 Landscaping Project



2018 Office of the Governor, Criminal Justice Division (CJD) Bulletproof Vests	\$ 15,200	Complete	Approved and funded
2018 Office of the Governor, Criminal Justice Division (CJD) –Facility Surveillance and Recording Equipment	\$ 13,000	Complete	Approved and funded

**HMGP Application-WWTP****HMGP Application-City Hall****CDBG Non-Housing Competitive (Harris County Only)****Harris County Bond Program and CDBG****February 27, 2019 6:30pm Bay Area Community Center**

Estimated \$9 million in improvements with the following projects

- Todville Road Bridge
- Seascape Drainage Improvements
- Baybrook Drainage Improvements

**Project 33090 (Walking Bridge Cemetery)**

Completed and Obligated and Received 90% = \$7,739

**Project 28799 (Todville Vault)**

Insurance \$26,411.00

**Project 4450 (Red Bluff Vault)**

Insurance\$58,558.00.

**Project 4457 (Street Repairs)**

Completed and Obligated for the 90% = \$18,455.28

**Project 4441 (Parks and Trails)**

Completed and Obligated for the 90% = \$9,439.00

**Project 7061 (Fire Hydrants)**

Completed and Obligated for the 90% = \$3,384.00

**Project 4278 (Emergency Protective Measures)**

This is a 100% project meaning that we will get 100% of the eligible cost contributed to the Recovery efforts during the emergency period (Life Safety related).



Currently this amount is at \$175,712.81. This amount could change as staff is still working with FEMA to gather all accepted costs during this period. Rules in place prior to the disaster sometimes changes during the disaster. Currently this project is still in progress with no obligation amount set.

**Project 4276 (Debris Removal)**

This project is Completed and Obligated with FEMA paying 90% and the State paying 10% total Received = \$66,431.18

**Project 4219 (Pine Gully Pier)**

This project is completed and obligated for by FEMA for \$76,741.95 and we have received the 90% we are in the process of receiving \$69,067.76. There is a question in the amount FEMA obligated and will be adjusted in the Close out process and we should receive another \$3,427.20.

**Project 33087 (Direct Administrative Cost)**

The Amount of Administrative cost is in the Amount of \$21,355.25 which is a 5% amount of all total project cost associated with the recovery projects approved by FEMA. This is a Flat amount the City will receive.

Total Approximate FEMA Funding Outstanding	\$200,495
--------------------------------------------	-----------